

SEPTEMBER 11, 2013 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON SEPTEMBER 11, 2013, AT 3:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Clint Johnson, members Tom Hales, Don Naser, and Richard Orr, as were Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Executive Secretary Patricia Sanchez. Vice President Jack Hansen was excused.

Mr. Hales arrived to the meeting at 3:04 p.m. and Mr. Wilson at 3:08 p.m.

Also in attendance were Secretary Mavane Loftus, CTE Director Don Yates, Brian Baker of Zions Public Finance, and Brandon Johnson of Chapman & Cutler, LLC.

President Johnson welcomed everyone to the meeting.

Richard Orr offered the reverence and led the group in the Pledge of Allegiance.

ITEM #2. – RESOLUTION AND ADOPTION OF RESOLUTION. Brian Baker of Zions Public Finance and Brandon Johnson of Chapman & Cutler, LLC addressed the Board in regards to adoption of the resolution so as to proceed with the issuing of the bonds. A notice will go out to newspapers to advertise the sale of the bonds and the issuance of the bonds should be sometime mid-October. Mr. Baker explained that a bond-rating meeting was scheduled toward the end of September in San Francisco. He encouraged Board and administration representation at this meeting. Mr. Johnson explained that instead of approving the actual terms of the bonds, interest rate, and maturity amounts, that the Board would be delegating authority to Mr. Wilson to approve those final terms within parameters.

Mr. Wilson thanked Mr. Baker and Mr. Johnson for their services in the effort to pass the bond and voted local levy elections, and that it took teamwork to make it happen. Mr. Baker pointed out that most discussions start out in January or February for passing a bond election in November. He commented on the positive affect of sending home flyers with the students for parents to become educated on the elections; they felt they knew what was going on and were well informed on the issues of both elections.

President Johnson also expressed his thanks to District administration and all those individuals involved in making this a successful election.

Mr. Wilson also shared the voting statistics with the group, which showed that 69 percent of the overall votes came from persons age 50 and over. The age bracket the District targeted of 30 to 40 was only 11 percent of the overall ballot. This information really points out the generational gap between those who were raised in times when being a statesman had great value by standing up and holding onto the principles they were taught. This was very evident with the elderly voters, who are mostly on fixed incomes.

A motion was made by Don Naser and seconded by Tom Hales to adopt the following resolution: "Resolution authorizing the issuance of up to \$36,000,000 principal amount of general obligation bonds of the Board; and providing for related matters." Motion passed unanimously.

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ITEM #3. – CONSENT AGENDA. President Johnson called for objections on the consent agenda. Since there were no objections, the consent agenda received Board approval.

ITEM #3.A. – APPROVAL OF MINUTES. Minutes from the following meetings were approved: August 14, 2013, Work Session, Board Meeting, and Closed Meeting, August 27, 2013, Work Session and Closed Meeting, and September 4, 2013, Work Session and Closed Meeting.

ITEM #3.B. – APPROVAL OF EMPLOYEES. The following individuals were approved for employment: **Angie Hamblin Card** as a science teacher at South Sevier Middle; **Steven Peterson** as a CTE/shop teacher at Red Hills Middle; **Deborah Bate** as a library/media technician at Richfield High; **Kelly Hanover** as a take-home library coordinator at Monroe Elementary; **Toni Albritton** as a special needs non-location instructional assistant; **Shawnee Anderson** as a special needs non-location instructional assistant; **Karen Edwards** as a special needs non-location instructional assistant; **Kathy Heath** as a special needs non-location instructional assistant; **Laurie Hatch** as a special needs non-location instructional assistant; **Carie Monroe** as an instructional assistant at Pahvant Elementary; **Kamie Luke** as a child nutrition assistant (cook) at Pahvant Elementary; **Marsha Morwood** as a child nutrition assistant (cook) at Pahvant Elementary; **Jackie Nowers** as a child nutrition assistant (cook) at South Sevier High; **Shanna Cote** as a child nutrition assistant (cook) at Ashman Elementary; **Angela Nielsen** as a child nutrition assistant (cook) at Ashman Elementary; **Connie Hayes** as a noon duty supervisor at Ashman Elementary; **Jennie Christensen** as a noon duty supervisor at Ashman Elementary; **Brandi Sorenson** as a noon duty supervisor at Ashman Elementary; **Candy Giddings** as a noon duty supervisor and instructional assistant at Pahvant Elementary, and **Lesley Christensen** as a noon duty supervisor at Pahvant Elementary.

ITEM #3.C. – REQUEST FOR OUT-OF-STATE TRAVEL. Richfield High School teacher/FFA advisor McKay Jenson received approval for him and student Mallory Roberts to attend the National FFA Convention in Louisville, KY on October 29 – November 3, 2013. Mallory was selected out of over 300 other candidates to perform at the upcoming convention.

This out-of-state travel request for National FFA Choir is consistent with previous practice. The CTE Director will specifically address FFA Choir participation along with details for all Career and Technical Student Organizations in the next Board Work Session. This discussion was tabled at the last Board Work Session due to lack of time, or the first reading of the revised CTE out-of-state travel policy would have come before the Board in the September Board Meeting. Because of the rigorous application process and the small number of applications receiving approval, acceptance to the choir is considered similar to having a state winner or runner-up.

ITEM #3.D.1. – REVISION – POLICY #5060, AUDIT – SECOND READING. The proposed revisions to the policy received after the first reading approval, clarify the changes to the audit committee members. After consulting with legal counsel, the make up of the audit committee basically reverts back to the way the District's original audit committee was established. However, the new policy does identify additional requirements that the audit committee must fulfill in order to be in compliance with USOE R277-113. The proposed revisions received second reading approval.

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ITEM #3.D.2. – REVISION – POLICY #5020, SCHOOL ACCOUNTING PROCEDURES – SECOND READING. The proposed revisions to the policy received after the first reading approval, clarify the changes to the audit committee members. After consulting with legal counsel, the make up of the audit committee basically reverts back to the way the District's original audit committee was established. However, the new policy does identify additional requirements that the audit committee must fulfill in order to be in compliance with USOE R277-113. The proposed revisions received second reading approval.

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ITEM #3.D.3. – REVISION – POLICY #5010, PURCHASING & PROCUREMENT – SECOND READING. The proposed revisions received second reading approval.

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ITEM #3.D.4. – REVISION – POLICY #3200, SECTION 504 – SECOND READING. The proposed revisions received second reading approval.

ITEM #3.D.5. – WORKER'S COMPENSATION – FIRST READING. This new policy clarifies the benefits paid to an employee who is injured while at work in a qualifying workers compensation accident.

ITEM #3.E. – FINANCIAL SUMMARY. The financial summary for the period ending August 31, 2013, was approved as well as the list of checks issued in August 2013.

ITEM #4. – PATRON DIALOGUE. There was no patron dialogue.

ITEM 5.A. – DISCUSSION – ITEMS FROM THE BOARD.

- The Board was informed of the USBA Regional Meeting scheduled for Wednesday, October 2 at 6:00 p.m. at Steve's Steakhouse. There will be six persons attending from Sevier District.
- The Board Christmas dinner social was scheduled for Wednesday, December 11 at 6:00 p.m.

Items from Superintendent Douglas

- Superintendent Douglas reported that he wanted to be proactive and had written a response in regards to school grading. A copy of the article was provided to the Board for review and had also been placed on the District's website. He expressed support for transparency and accountability. He explained that not everything was measureable by an assessment and that Sevier District schools strive to improve.

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- Teacher evaluation update: Superintendent Douglas explained that iObservation has been replaced by a program called ObserverTab and that principals would receive training the following week. The program gathers all data to one site and provides good information for teachers and principals as they set goals. It also helps them to look for professional development opportunities to go with the goals.
- Superintendent shared his goals, which included visiting with every teacher and specifically the new teachers. He also plans to evaluate four principals each year.

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- Technology Coach/ Director of Educational Technology position: Superintendent Douglas reported that there was a lot of interest in the position with applicants in-house and outside of the District. He explained the qualifications of the position, which included a bachelor's degree and teaching certificate; a master's degree would be preferable. They would also be required to work toward obtaining an administrative endorsement.
- Superintendent reported that he had received many positive comments about Opening Institute. The teachers received training from Phil Chalmers, which was somewhat controversial due to some of the violent content. He expressed thanks to the Sevier County Sheriff's department for their time and efforts to provide this much needed training.
- School resource officer update: Superintendent explained that District administration had met with the County Commission and the process was moving forward. A funding analysis for each community was prepared by Mr. Wilson and shared with the group. Most likely, cities and towns will need to raise some funds to pay the difference. Mr. Wilson explained that interlocal agreements would define many things and that the agreement with the county was near completion. Hopefully, everything would be in motion by January.

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Items from Gail Albrecht

- Mrs. Albrecht presented last spring's ACT results as well as a five-year trend (2009-2013). She explained that there was a ten percent increase in students tested and this year is the first time scores of students tested with accommodations, meaning they petitioned ACT to receive extra time were included in the results. Accommodations are granted due to a disability that meets ACT's threshold, which is very strict. There was about a five-percent increase in students tested statewide. Sevier School District results indicate that there needs to be more of a focus on rigorous coursework to better prepare students for the ACT.

Mr. Wilson commented that when the Utah Foundation did the rural school study, the District provided data from the rural school average versus the large for the state average. Sevier District falls one to two points below the state average on a whole. That's a reflection of the lack of opportunity, rigor, and offerings in our high schools vs. the larger schools. However, in the Utah Foundation's report they didn't give this much credence.

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- Grading school and UCAS: Mrs. Albrecht reported that two of Sevier's schools received an A grade, two received a C grade, and the remaining schools received a B grade. Some discrepancies are still being investigated and school grades will become public on September 30. She explained that school grading is based on 750 points and doesn't include direct writing assessments; however, UCAS is based on 600 points and does include the direct writing assessment. UCAS results didn't satisfy legislators who wanted schools to receive a letter grade. Sevier School District schools scored above the state average. Both school grades and UCAS reports for all Sevier schools were provided to the group.

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- Mrs. Albrecht reported that the NWEA Fall testing window is from September 24 – October 28.

- The EXPLORE (8th Grade) and PLAN (10th Grade) assessment window is from November 1-22.
- The District PLC dates are September 17, November 12, and February 11. There are facilitators from among the school staffs selected for each content area. The District has met and trained the facilitators so they know what they'll be doing with their groups. Many of them are focusing on adding argument/opinion writing. Mrs. Albrecht extended an invitation to the Board to attend and observe. Superintendent Douglas commented that PLCs are something that teachers have really wanted; they are focused on their content area to improve student achievement and all teachers want to help with reading.
- Mrs. Albrecht explained that there have been some concerns from parents about school fees and what they actually pay for. Principals have been asked to provide a student fee detail sheet explaining each fee account, title, expenditures, and what the fee is used to support. The fee detail reports are due at the next principals meeting. Mr. Wilson will compile the information from the reports to provide a document clarifying the fees.
- ACT preparation tool – Shmoop: Mrs. Albrecht explained that Shmoop is a program purchased by the USOE in order to help students become better prepared for the ACT. The ACT is becoming more high stakes; Prosperity 2020 and the Governor's office want 66 percent of students proficient on the ACT and college ready by 2020. Students will be able to use this online tool on their own time by creating a login and password.

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Items from Pat Wilson

- Mr. Wilson updated the Board on the current small construction projects.
 - Pahvant Elementary: The remodel was occupied the first day of school and accomplished the ability to feed students faster. There has been a lot of positive feedback on the project.
 - South Sevier Middle: The seismic project is basically completed.
 - Koosharem Elementary storage building & window replacement: The storage building is lacking doors but expected to be finished soon. The window replacement is complete and has made an immense improvement in the gym.
 - Cedar Ridge High: The rain gutter project is completed and the long-term effect of this project has the potential to save the District a lot of problems and money.
 - North Sevier High boiler room: The project is basically finished and Busk Construction has done a good job; they were way ahead of schedule.

Mr. Wilson explained that Yerba Bueno was the contractor for the Koosharem Elementary project and was working under the state bid process. The individual working as the liaison between the Gordian group and Yerba Bueno has gone to work for another company. The District will then have a new liaison to work with on the state bid process. He explained that the state went out and bid line items in various regions throughout the state and that it is basically a five-year bid. The state then prices out a project and provides the District the advantage of not having to bid out a project. The line items are bid at the state level giving everyone a chance. The District can take their bid or bid it out if they so desired. Some of the engineering services with the state are free of charge.

- Mr. Wilson reported that the bid for the new Richfield High School tennis courts went out the first week in September. The bid opening was scheduled for September 11 and was moved to

September 18. This week, the District will close on the purchase of the two houses that will be demolished for the construction of the new tennis courts. The bid also includes the temporary heating system for building #3 and the renovation of the fire damage at Salina Elementary.

- **Audit Committee:** Mr. Wilson explained that he had received clarification at his recent Business Administrator's meeting of who should serve on the District's audit committee. According to the information received, the District's audit committee can go back to its original establishment that included Board members Clint Johnson and Richard Orr. Appointments can be made for the superintendent, assistant superintendent, and business administrator to serve on the committee, and other positions as needed. District policies #5060 and #5020 were updated to reflect the change.
- **Governor Herbert and Lt. Governor Bell** are scheduled to make a visit to Red Hills Middle School on September 17 at 12:30 p.m. The purpose of the visit is to initiate a program around Constitution Day, which revolves specifically around "Getty Ready" (Gettysburg Address) and the memorization of it by all secondary students in the state. Stan Ellsworth is scheduled to be the warm-up act and all news/media stations plan to be there.

Superintendent Douglas commented that either the Governor or Lt. Governor would be at Snow College South that same day, September 17 at 10:00 a.m., for an event that Commissioner Topham has prepared. He is petitioning the state to get Utah's state tree changed from the Colorado Blue-Spruce to the Quaken Aspen. He had contacted Monroe Elementary and requested to have the 4th grade students attend and write letters of support to the state in making this change. The Utah studies and trees are part of the 4th grade curriculum.

- **Initial student count:** Mr. Wilson explained that enrollment numbers have decreased in most of the schools, which indicates there has been an out-migration. For the first time in approximately ten years, North Sevier High School's enrollment increased and the school has an enrollment of over 300 students. High schools typically drop between three and five percent between October 1 and the spring. South Sevier High School had a major decrease in students this year.

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- **Mr. Wilson** shared details of the purchase of the two homes located near Richfield High School, which would become the location of the new tennis courts.
- **Salina Elementary fire update:** The fire caused damage to three classrooms on the northeast side of the south wing. Mr. Wilson shared details of where the fire began and that because of the location of the fire, the sprinklers did not activate. There was no failure in any of the systems. The help and efforts of the football team and community were amazing. People were eager to help wherever they were needed.
- **Bond rating meeting:** Mr. Wilson requested approval for himself, Superintendent Douglas, President Johnson, and the new business administrator to attend a bond rating meeting in San Francisco, CA around September 24 or 25. Brian Baker from Zions Public Finance would also accompany them. The timing is such that the District cannot wait any longer.
- **Mr. Wilson** commented that a motion was needed to approve the work session on September 13 at 8:45 a.m. and a possible meeting at 2:30 p.m. The purpose of the meeting would be to complete the interviews for the business administrator position. A work session for October 9 at

1:00 p.m. to discuss CTE travel and other issues needs to be included in the motion.

ITEM #6. – CLOSED MEETINGS. A motion was made at 4:53 p.m. by Tom Hales and seconded by Richard Orr to take a break and go into the Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual(s), litigation, and negotiations. Voting went as follows: yes – Clint Johnson, Tom Hales, Don Naser, and Richard Orr. Motion passed. Board member Jack Hansen was excused.

In attendance were President Clint Johnson, members Tom Hales, Don Naser, and Richard Orr, as were Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Executive Secretary Patricia Sanchez. Vice President Jack Hansen was excused.

A motion was made at 5:50 p.m. by Tom Hales and seconded by Don Naser to go out of the Closed Meeting. Voting went as follows: yes – Clint Johnson, Tom Hales, Don Naser, and Richard Orr. Motion passed.

ITEM #6. – ACTION ITEMS. A motion was made by Richard Orr and seconded by Tom Hales to schedule a Board Work Session for September 13, 2013, at 8:45 a.m. and a possible Board Meeting at 2:30 p.m., and a Work Session for October 9, 2013, at 1:00 p.m. Motion passed unanimously.

President Johnson appointed the Audit Committee to include: Board members Clint Johnson and Richard Orr, Superintendent Cade Douglas, Assistant Superintendent Gail Albrecht, Business Administrator Patrick Wilson, and directors as needed by position.

A motion was made by Tom Hales and seconded by Richard Orr to approve Board and District personnel to attend a Bond-Rating meeting with Moody's in San Francisco, CA the latter part of September 2013. Motion passed unanimously.

A motion was made by Richard Orr and seconded by Tom Hales to approve the purchase of two homes located near Richfield High School. Motion passed unanimously.

A motion was made at 5:50 p.m. by Richard Orr and seconded by Tom Hales to adjourn the meeting. Motion passed unanimously.

I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 9th day of October 2013. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.

Patrick Wilson, Business Administrator